

The Englewood Fire Department (EFD) has the following Requirements For Fire Permit Submittals:

SPRINKLER SYSTEM PERMIT REQUIREMENTS

It is the responsibility of the sprinkler or standpipe system installer of record to assure that all applicable code requirements are adhered to. The currently adopted edition of the International Fire Code, as amended and the most current edition of NFPA Standard 13 shall be the primary, but not all inclusive, resource documents.

- Contractor's License: Fire sprinkler contractors shall be licensed with the Building Inspection Division of the City of Englewood and the State of Colorado Division of Fire Safety.

Sprinkler System Submittals shall include the following:

- Submit three (3) complete sets of fire sprinkler system and or standpipe system plans and three (3) sets of supporting documentation including but not limited to copy of owner's certificate, cut sheets on equipment to be installed, product information, and hydraulic calculations.

- Two (2) sets of stamped plans will be returned to the contractor. One set of stamped drawings with the notation, "THIS SET OF PLANS IS TO REMAIN AT THE JOB SITE" is required to be at the site at all times for inspections.

- Sprinkler plans shall be stamped by a minimum level NICET II designer for fire sprinkler systems.

- Plans must be of a fire sprinkler and/or standpipe system only. No combination drawings using reflected ceiling plans, mechanical, electrical etc. will be accepted.

- Plans shall be provided with a scale. It is recommended that the scale be 1/8 inch equals one foot or greater.

- Plans shall include at a minimum: sprinkler head locations, type of sprinkler heads, pipe sizes, hanger locations, sprinkler riser design, indication of remote areas and heads identified as calculated heads, indication of any non-sprinklered areas and code reference deleting sprinklers and other plan submittal requirements as specified in the most current edition of NFPA Standard 13.

- All symbols appearing on the plans shall be indicated in a complete legend located on the plans.

- Ceiling heights shall be identified on the plans.

- Ceiling construction features such as flat, sloped, smooth, metal bar joist, trust joist, etc. must be identified on the plans.

- All pertinent information regarding the proposed equipment to be installed as a part of the sprinkler system shall be specified or designated on product data sheets or cut sheets.

Additional Fire Sprinkler System Submittals:

- Installation of a new Fire Sprinkler system.
- Relocation of sprinkler heads in an existing fire sprinkler system at the discretion of the Authority Having Jurisdiction.
- Addition of 10 or more sprinkler heads to an existing fire sprinkler system (Detailed Scope of Work Letter, Product Data Sheets)
- Replacement of conventional sprinklers and piping with flexible piping and sprinklers.
- Changes that modify an area considered to be the most demanding design density flow area.
- Increase in building area or increase of the system design density.

Submittal Requirements for Small Projects:

Small projects are defined as modifications (addition or relocation) to existing systems with 20 or fewer sprinkler heads affected. Completed work shall not have an adverse effect on the integrity of the existing fire protection system, including the hydraulic design. **The EFD is responsible for the submitted project and may request additional information as necessary, including a more comprehensive analysis of the system and set of plans.

- A completed Englewood Fire Department Plan Review Application.
- One (1) set of plans and one (1) set of electronic plans (in .PDF or .DWF format) shall be submitted on a minimum of an 8 ½-inch by 11-inch paper or greater graphically indicating the work to be performed. If the plans are not to scale, then all dimensions shall be clearly indicated on the plan.
- One (1) complete set and one (1) complete electronic set (in .PDF or .DWF format) of applicable product data/manufacture specifications for the project.
- A signed letter stating the scope of work and a statement confirming that the proposed modifications do not adversely impact the integrity of the existing system and/or hydraulic design.
- The plans shall include the basic plan components, e.g. owner, name of occupancy/building, address, point of compass, location of walls or partitions, location indicating the respective project will be located within the building/site (adjacent rooms, etc.), occupancy class proposing to be protected, sprinkler and piping identification characteristics, etc.
- The plans shall include all pertinent information to the modifications of the system, including but not limited to, all sprinkler heads (existing and those to be modified), all sprinkler piping (existing and those to be modified), etc.

REQUIRED PLAN REVIEWS FOR CONSTRUCTION OF NEW BUILDING, ADDITIONS, ALTERATIONS OR TENANT IMPROVEMENT:

The City of Englewood Fire Department reviews the following types of plans to ensure compliance with the 2012 International Fire Code and current edition of NFPA Standards. The following plans are required to be submitted to the City of Englewood Building and Life Safety Division at 1000 Englewood Parkway Englewood, CO 80110 by the contractor or developer prior to the start of the project:

1. Fire Protection Water Supply and Distribution System Plans.
2. Fire Department Vehicle Access Plans.

*******WATER DISTRIBUTION (FIRE HYDRANTS) AND SITE ACCESS (FIRE LANES) HAVE TO BE COMPLETED PRIOR TO THE CONSTRUCTION OF ANY PORTION OF A BUILDING OR STRUCTURE.**

3. New Building Construction Plans.
4. Tenant Improvement, Modification, or Remodeling Plans.
5. Fire Protection System Plans per NFPA 13.
6. Fire Alarm/Detection System plans per NFPA 72.
7. Above or Below Ground Flammable or Combustible Liquids, REMOVAL OR INSTALLATION.
8. Hazardous Materials Inventories and Management Plans.
9. Residential Site Plans in the City of Englewood
10. For Special Use Occupancies, such as High-Piled Storage and the Spray Application of Flammable Combustible Finishes.
11. Special Events: such as Tents, Fireworks Displays, Fireworks Sales, Pyrotechnic Displays, Open Burning, etc.

SUBMISSION OF PLANS:

- All plans shall be submitted Monday through Friday, between 8:00 a.m. And 4:00 p.m. to the City of Englewood Building and Life Safety Division, at 1000 Englewood Parkway Englewood, CO 80110 for review.
- Plans will be reviewed using the 2012 International Fire Code (IFC), adopted amendments (if applicable), applicable codes, and current standards.
- The contractor, developer or business owner shall submit three (2) full sets of hard copy construction plans, and (1) electronic set of plans for review by the City of Englewood Fire Department.
- All submitted plans shall be accompanied by a “PERMIT APPLICATION FORM”. This form is available at the City of Englewood Building and Life Safety Division office, as well as online at www.engagewoodgov.org.
- Plans for Fire Protection Systems may only be submitted for review by a Fire Protection contractor registered with the State of Colorado Division of Prevention & Control.
- All Fire Protection plans shall be stamped and signed by a Level III, NICET, or above.
- All construction plans shall be wet stamped by an architect or engineer.

CODE COMPLIANCE

The contractor and/or applicant are responsible for compliance to all applicable codes, ordinances and/or laws that govern the work covered under the plan review.

CHANGES TO PLANS

Plan reviews are based on the information presented to the City of Englewood Fire Department at the time of plan submittal. Any changes made after the plan review has been reviewed and approved shall be submitted to the City of Englewood Building and life Safety Division for additional review and approval.

PLAN REVIEW DISTRIBUTION

A copy of the City of Englewood Fire Department plan review shall be kept on-site with the approved plans and available upon request by any Englewood Fire Department official.

EXPIRATION OF PLAN REVIEWS

The plan review is valid for a period of 180 days from the date of review. If work has not commenced within that time period, this review and/or permit shall become null and void.

VALIDITY OF PLAN REVIEW AND/OR PERMIT

The issuance or granting of a permit or approval of plans, specifications and computation shall not be construed to be a permit for, or an approval of, any violation of any provision of the International Fire Code, ordinance and/or law that govern the work covered under this review.